

This form is issued under authority of P.A. 403 of 2000. Filing is mandatory.

Product Code (see list on page 2)

Terminal Operator Name	Account Number (FEIN or TR)	Terminal Control Number	Report Period (MM/CCYY)
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## Instructions for Schedule 4A - Terminal Operator Schedule of Disbursements, Form 3781

### General Instructions

Schedule 4A provides detail in support of the amount(s) shown as disbursements on the Terminal Operator Monthly Report (form 3716) for all position holders.

**Michigan Terminals.** Position Holders at in-state terminals must be licensed with the State of Michigan as Suppliers to store and disburse fuel.

**Out-of-State Terminals.** Position Holders at out-of-state terminals must be licensed with the State of Michigan as Suppliers or Permissive Suppliers to disburse fuel destined for Michigan.

### Identifying Information

**Terminal Name and FEIN** - Enter the name and FEIN for the terminal operator shown on the terminal report.

**Terminal Control Number** - Enter the IRS Terminal Control Number of the facility being reported. A separate report and schedules are required for each terminal.

**Report Period** - Enter report period (MM/CCYY (ex. 06/2001 or June 2001))

**Product Codes** - Enter the appropriate code on page 1. The most common product codes are listed below. See our Web site for additional codes.

#### Gasoline Products

065 - Gasoline  
124 - Gasohol  
241 - Ethanol  
243 - Methanol  
122 - Transmix

#### Diesel Products

160 - Undyed Diesel  
228 - Dyed Diesel  
142 - Undyed Kerosene  
072 - Dyed Kerosene

#### Aviation Products

125 - Aviation Gasoline  
130 - Jet Fuel

#### Miscellaneous

054 - LPG

### Column Instructions

**List each position holder separately and provide a subtotal for each.** Information must be provided in each column.

Column (1) & (2): **Carrier/Transporter** - Enter the name and FEIN of the company that transported the product from the terminal.

Column (3): **Mode of Transport** - Enter the mode of transport from the terminal. Use one of the following:

**PL** = Pipeline

**B** = Barge

**R** = Rail

**J** = Truck

**S** = Ship (Great Lakes or ocean marine vessel)

**BA** = Book Adjustment

**ST** = Stationary Transfer

**CE** = Summary

Column (4): **Destination State** - Enter the state, province, territory or foreign country to which any motor fuel is directed for delivery into any storage facility, receptacle, container, or any type of transportation equipment, for purpose of resale.

Column (5) & (6): **Position Holder/Supplier** - Enter the name and FEIN of the company that owns the product, or the supplier that received the product on exchange, as reflected on the records of the terminal operator. Use a separate sheet for each Position Holder/Supplier, or sort and calculate subtotals for each.

Column (7): **Date Shipped** - Enter the date the carrier leaves the terminal with the product.

Column (8): **Document Number** - Enter the bill of lading number from the document issued at the terminal when product is removed. In the case of pipeline or barge movements, enter the pipeline, marine vessel or barge ticket number.

Column (9): **Net Gallons** - Enter the net gallons withdrawn from the terminal. The total of all amounts entered in this column should agree with the amount shown for withdrawals on the terminal report.

Column (10): **Gross Gallons** - Enter the gross amount of gallons withdrawn from the terminal.